

DELAWARE PUBLIC PURCHASING ASSOCIATION, INC.
THIRD QUARTER MEETING

Minutes of Tuesday, September 15, 2009

The Third Quarter meeting of the Delaware Public Purchasing Association (DPPA), Inc. for 2009, was held at **Dover City Hall Conference Room**, Dover, DE.

There were twelve (12) members in attendance and one (1) guest: Peter Gregg and Andy Anderson, City of Dover; Kim Cuffee, DSP; Ruth Kowalski, Cliff Crawford, New Castle County; Janet Schukoske, ERP; Sussanne Jara, DSP; Tina Austin, Phil Ceresin (guest); City of Wilmington; Paul Giery, Dept. of Correction, Jeff Savin, Carman Herrera, DTI; and Mike Sabol, Retired.

1. Opening of the Meeting - Peter

Peter Gregg, President, called the meeting to order at 10:07 a.m. **He thanked everyone for attending the meeting.**

2. Reading of the Minutes – Janet

Peter asked for waiving the reading of the minutes.

A motion was made by Sussanne and seconded by Paul. The minutes were passed unanimously. Please read them on-line.

3. Treasurer's Report – Sussanne

- a. The treasurer's report was read by Sussanne (copy attached).

Previous Balance:	\$12,503.39
Income	\$ 96.00
Expenses	<u>\$ 1,950.40</u>
	\$10,648.99

Sussanne Thanked DPPA for their generous gift made in honor of her late husband to an education fund for her two children.

A motion was made to accept the Treasurer's report by Janet, seconded by Ruth, to accept the Treasurer's Report as written. The report was passed unanimously.

4. Committee Reports-

- a. Finance Committee – Paul – No report

- b. Program Committee – Janet

- Janet reported that the afternoon program would be the discussion by Reps from Gov. Deals
- The Fourth Quarter meeting will be our Holiday Meeting.
- Janet discussed the meeting ideas that she had gotten at the NIGP Forum. (Her NIGP Forum is attached)

c. Chapter Liaison – Pete

The Region II Conference next year will be hosted by Pennsylvania.

d. Awards and Scholarship Committee – Ruth

Janet asked Ruth if she had, had a chance to meet with her committee to discuss the proposed changes to the Awards and Scholarship program. Ruth said that they had not met to discuss this. She said they would try to meet before the next meeting.

e. Membership Committee –No Report

f. Professional Development (ProD) [formerly the Education Committee] – Andrea – No Report

Ruth said that because of these economic times we could not even consider doing any Professional Development initiatives.

g. Public Relations – Cliff

No report

h. Strategic Planning – Pete

No report.

i. Historian – Kim

No report

5. Unfinished Business/Old Business – All

Peter brought up the fact that he did not think that the policy for the Officer terms changing from one (1) year to two (2) years was ever voted on by a quorum. After much discussion, Sussanne found the minutes in which it was voted on and approved by a quorum of the membership.

6. New Business – All

- Pete discussed the upcoming elections. He asked if anyone had any additional people they wanted to nominate. Pete told Kim that she had been nominated for Treasurer and asked her if she would accept the nomination. She agreed to accept the nomination. Pete asked for a motion to close the nominations. Tina motioned and Mike seconded. It was passed unanimously. The slate of Officers are as follows: Peter Gregg, President; Ruth Kowalski, First Vice President, Janet Schukoske, Second Vice President; Kim Cuffee, Treasurer; and Sussanne Jara, Secretary. Peter will send out an absentee ballot form.
- Janet gave a report on the NIGP Forum in St. Louis, MO. (Report outline attached.)
- Drawing for free attendance to the Region II conference. Andy stated that he could not go so his trip was re-pulled. Winners were Kim Cuffee and Sussanne Jara Congratulations Kim and Sussanne!!

- Next meeting will be held Tuesday, November 17 at 12:00 noon. It will be held somewhere in New Castle County. The Holiday Party will immediately follow the Business part of the meeting. We will be having a gift exchange. Please bring a wrapped \$1.00 item to be exchanged.

2009 Meeting Hosts

Nov. - City of Wilmington/ New Castle County(Holiday Party)

7. LUNCH

8. Presentations- Gov Deals presented their services

9. Adjourn – Pete 2:42pm

Respectfully submitted,

Janet Schukoske, CPPB
DPPA Second Vice President